

CRANSTON SCHOOL COMMITTEE MEETING

MONDAY, JUNE 18, 2007

HOPE HIGHLANDS ELEMENTARY SCHOOL

300 HOPE ROAD

EXECUTIVE SESSION: 5:30 P.M.

PUBLIC SESSION: 7:30 P.M.

**PLEASE NOTE THE TIMES FOR EXECUTIVE SESSION
AND PUBLIC SESSION**

AGENDA

**I. Call to Order – 5:30 p.m. Convene to Executive Session pursuant to
RI State Laws 42-4-65(a)(1) Personnel and PL 42-46-5(a)(2) Collective
Bargaining and Litigation (possible litigation)**

II. Executive Session

III. Call to Order – Public Session

IV. Roll Call / Quorum

V. Executive Session Minutes Sealed – June 18, 2007

VI. Minutes of Previous Meetings Approved – May 11, 2007; May 16, 2007; May 21, 2007; May 29, 2007; and May 31, 2007

VII. Public Acknowledgements / Communications

VIII. Chairperson Communications

IX. Superintendent Communications

X. School Committee Member Communications

XI. Public Hearing

a. Students (Agenda/Non-agenda Items

b. Members of the Public (Agenda Matters Only)

XII. Consent Calendar / Consent Agenda

Page 2 June 18, 2007

SPONSORED BY THE COMMITTEE

NO. 07-6-11 – Whereas, Victor Lei did an outstanding job as a member of the Bain Middle School Outdoor Track Team during the 2007 spring sports' season, and

Whereas, running as an eight grader at Bain Middle School, Victor

finished first at the Middle School State Track Meet in the hurdles' event with a time of 13:04, and

Whereas, through Victor's hard work, endless preparation, and dedication throughout the entire outdoor track season, he also qualified for the State Meet in the 800-meter run in addition to running a leg on Bain's very competitive 4 x 400 relay team, and

Whereas, because of his outstanding personal accomplishments throughout the outdoor track season, Victor has been recognized as a First Team All State selection in the middle school hurdles' event,

Be it RESOLVED that Victor Lei be congratulated for his hard work and dedication to the sport of Outdoor Track by the Cranston School Committee, and

Be it further RESOLVED that he be presented with a copy of this Resolution signed by the members of this committee.

SPONSORED BY THE COMMITTEE

NO. 07-6-12 - Whereas, Brian Fennessy is an 11th grade student at Cranston High School East, and

Whereas, Brian Fennessy is the recipient of one of two full-tuition scholarships to the Civil War Institute at Gettysburg College in Gettysburg, Pennsylvania which includes one-half of the

transportation costs, and

Whereas, Brian submitted a paper from his Advanced Placement United States History class which was a historiographical interpretation of reconstruction, and

Whereas, the Civil War Institute has been in existence at Gettysburg College in Gettysburg, Pennsylvania for over three decades, and Brian will have an opportunity to study for one week with world renowned historians of the Civil War,

Be it RESOLVED that Brian be congratulated by the Cranston School Committee for bringing honor to himself and to Cranston High School East, and

Be it further RESOLVED that Brian receive a copy of this Resolution signed by the members of the Cranston School Committee.

Page 3 June 18, 2007

SPONSORED BY MR. TRAFICANTE

NO. 07-6-13 - RESOLVED, that a Home Schooling Policy Study Sub-Committee be formed to revisit the Home Schooling Student Policy, and

Be it further RESOLVED that this sub-committee consist of the Superintendent or his representative and two members of the Cranston School Committee.

SPONSORED BY MRS. TOCCO-GREENAWAY, MS. IANNAZZI, AND MR. STYCOS

NO. 07-6-14 – RESOLVED, that the Cranston School Committee directs the Superintendent to prepare a plan to reinvigorate the Automotive Program at the Cranston Area Career & Technical Center at Cranston High School West. The plan shall specifically address ways to increase enrollment and achieve certification. The plan should also consider ways to improve the Automotive Program at Cranston High School East. The plan shall be presented to the School Committee for consideration at its July meeting.

ADMINISTRATION

PERSONNEL

NO. 07-6-15– RESOLVED, that at the recommendation of the Superintendent, the appointment of Technology Education Instructional Supervisor be approved.

NO. 07-6-16 – RESOLVED, that at the recommendation of the Superintendent, the appointment of Assistant Principal, Cranston High School West, be approved.

NO. 07-6-17 - RESOLVED, that the Cranston School Committee approve salary increases for the non-certified management and confidential employees for the period of July 1, 2006 to June 30, 2007.

The twenty-five employees will also be responsible for a ten (10%) percent cost sharing for their health and dental insurance. The financial impact for FY 07 budget is \$-----49,998.64.

NO. 07-6-18 - RESOLVED, that at the recommendation of the Superintendent, said certified personnel be recalled from termination, and

Be it further RESOLVED, that the Superintendent notify those teachers of the Committee's actions.

NO. 07-6-19 - RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:

Sara Bogdon Elementary

Laurel Houle Secondary/Middle School Studies

Page 4 June 18, 2007

Crystal Paolucci Art

Nina Vizzaccaro Secondary/Middle Mathematics

Lori Brum Special Education Elementary/Middle; Art, K-12

Karen Casperson Special Education Middle/Secondary

Matthew Smith Art

Kimberly Viola Elementary

NO. 07-6-20 - RESOLVED, that at the recommendation of the Superintendent, the retirement of the following certified personnel be accepted:

Paul Cardoza, Director

Administration

Effective Date: June 30, 2007

Annette Schultz, Teacher

Bain Middle School

Effective Date: June 30, 2007

Jeanne Riley, Teacher

Park View Middle School

Effective Date: June 30, 2007

NO. 07-6-21 - RESOLVED, that at the recommendation of the Superintendent, the resignations of the following certified personnel be accepted:

**Janet Tenczar, Teacher
Cranston High School East
Effective Date: June 21, 2007**

**Stefania Kohler, Teacher
Park View Middle School
Effective Date: June 21, 2007**

NO. 07-6-22 - RESOLVED, that the following certified staff member be granted a Sabbatical Leave of Absence with compensation as provided in Article XIX, Section C of the Master Agreement between the Cranston School Committee and the Cranston Teachers' Alliance:

**Linda Bello
Math Coach**

Effective Dates: August 2007 to September 2008

Page 5 June 18, 2007

NO. 07-6-23 - RESOLVED, that at the recommendation of the Superintendent, the resignation of the following coach be accepted:

Brian Flinn, Head Boys' Soccer

Bain Middle School

Effective Date: May 30, 2007

NO. 07-6-24 - RESOLVED, that at the recommendation of the Superintendent, the following non-certified employees be appointed:

Gerry Berenson, Three-Hour Food Service Worker

Food Service

Effective Date of Employment: May 21, 2007

Authorization: Replacement

Fiscal Note: 32347179 511000

Paola Mazzenga, Three-Hour Food Service Worker

Food Service

Effective Date of Employment: May 30, 2007

Authorization: Replacement

Fiscal Note: 33047179 511000

Gail P. Jones, Three-Hour Food Service Worker

Food Service

Effective Date of Employment: May 29, 2007

Authorization: Replacement

Fiscal Note: 32947179 511000

Julie Altieri, Three-Hour Food Service Worker

Food Service

Effective Date of Employment: June 4, 2007

Authorization: Replacement

Fiscal Note: 33047179 511000

NO. 07-6-25 - RESOLVED, that at the recommendation of the Superintendent, the following non-certified personnel be appointed as substitutes on a temporary basis as needed:

TEACHER ASSISTANT

Sheri Newsham

Nora Hixon

BUS DRIVER

Ermano Ruggiero

Page 6 June 18, 2007

NO. 07-6-26 - RESOLVED, that at the recommendation of the Superintendent, the resignations of the following non-certified personnel be accepted:

Marina Murray, Bus Monitor

Transportation

Effective Date: May 29, 2007

John Ryan, JROTC Instructor
Cranston High School East
Effective Date: June 30, 2007

Gina Stanley, Three-Hour Food Service Worker
Food Service
Effective Date: June 20, 2007

NO. 07-6-27 – RESOLVED, that at the recommendation of the Superintendent, named non-certified staff members be laid off from their respective positions due to budgetary reasons.

GRANTS

NO. 07-6-28 - RESOLVED, that the Cranston Public Schools submit the following grants:

Rhode Island State Legislature

LCD Projector – George J. Peters School \$ 1,000

ELMO Projector – Woodridge School \$ 1,500

Supplies and Materials to Improve Communications \$ 1,000
with the Arlington School Family Community

Champlin Foundation

SST 1200 Three-Dimensional Printer -Cranston Area \$48,300

Career & Technical Center

BUSINESS

NO. 07-6-29 - RESOLVED, that Budget Revision 3 for the 2006-2007 school year, as recommended by the Superintendent, be approved as submitted.

NO. 07-6-30 - RESOLVED, that the following purchases be approved:

Physical Therapy awarded to Lepre Physical Therapy for two additional years from the bid awarded April 27, 2006 and approved in Resolution No. 06-6-27 at the following rates:

RPT \$63.00 (07-08)

\$66.00 (08/09)

Page 7 June 18, 2007

PTA \$42.00 (07/08)

\$44.00 (08/09)

Number of bids issued 5

Number of bids received 2

Gasoline/Diesel Fuel for daily use by school buses and trucks for the period from July 1, 2007 through June 30, 2010 be awarded as follows: (Diesel)

Vendor Increment to be Added to Posted Price

Petro Oil \$.3253 per gallon (07/08)

\$.3753 per gallon (08/09)

\$.4253 per gallon (09/10)

No bids were received for Gasoline consumption.

Further RESOLVED that the Cranston Public Schools utilize the methods established by the City of Cranston Purchasing Department for usage of Gasoline through a designated Mobil station at approximately 5 cents reduced from the pump price.

Number of bids issued 4

Number of bids received 1

Library Supplies in the amount of \$2,610.73. No purchases will be made until funds become available.

Number of bids issued 7

Number of bids received 4

Math Manipulatives in the amount of \$3,2258.70. No purchases will be made until funds become available.

Number of bids issued 29

Number of bids received 12

Music Supplies in the amount of \$9,377.59. No purchases will be made until funds become available.

Number of bids issued 26

Number of bids received 10

Page 8 June 18, 2007

Science Supplies in the amount of \$26,753.76. No purchases will be made until funds become available.

Number of bids issued 31

Number of bids received 17

Art Supplies in the amount of \$45,407.56. No purchases will be made until funds become available.

Number of bids issued 36

Number of bids received 20

Technology Education Supplies in the amount of \$20,912.37. No

purchases will be made until funds become available.

Number of bids issued 63

Number of bids received 36

Photography Supplies in the amount of \$2,858.22. No purchases will be made until funds become available.

Number of bids issued 11

Number of bids received 4

Backflow Preventer at Bain Middle School in the amount of \$16,278.

Number of bids issued 7

Number of bids received 1

Photocopiers price list to be used for the school year 2007-2008.

30 cpm \$2,291.00 Advanced Business Machines

35 cpm \$3,245.00 Advanced Business Machines

40 cpm \$3,635.00 Advanced Business Machines

45 cpm \$3,645.00 OCE

50 cpm \$5,069.87 Blackstone Valley

Digital Duplicator \$2,048.00 Automated Business Solutions

Number of bids issued 17

Number of bids received 8

Page 9 June 18, 2007

**NO. 07-6-31 - RESOLVED, that the following purchases be approved:
(Fund 3)**

**Cafeteria Supplies in the amount of \$xx,xxx to be used during the
period of
July 1, 2007 through December 31, 2007.**

Number of bids issued xx

Number of bids received xx

**Pizza and Pizza Strips in the amount of \$250,280 be awarded for the
2007-2008 school year to Ronzio Pizza.**

Number of bids issued 4

Number of bids received 1

POLICY AND PROGRAM

NO. 07-6-32 - RESOLVED, that at the recommendation of the

Superintendent, the following Conferences and Field Trip of Long Duration be authorized:

Richard Lepore, music teacher at Cranston High School East, and approximately twenty-eight students to travel to Nashville, Tennessee to attend the Nashville Music Festival Competition from April 16, 2008 to April 19, 2008.

M. Richard Scherza, Superintendent of Schools and Peter Nero, Assistant Superintendent of Schools, to travel to Washington, DC to attend the Eastern Seaboard Apprenticeship Conference 2007 (ESAC-2007) from June 25, 2007 to June 28, 2007.

Richard M. Cournoyer, MAJ, USA (Ret.), Senior Army Instructor for the JROTC Program at Cranston High School East, and twenty-one students to travel to the Rhode Island National Guard Camps Varnum and Fogarty from June 26, 2007 to June 29, 2007 to attend and participate in the annual Army JROTC Summer Camp.

NO. 07-6-33 - RESOLVED, that at the recommendation of the Superintendent, the 2007-2008 School Calendar that was adopted on March 19, 2007 be amended to change the last day of instruction for seniors from June 11, 2008 to May 29, 2008 and to change the graduation date for Cranston High School West from Monday, June 16, 2008 to Saturday, June 7, 2008 and the graduation date for Cranston High School East be changed from Tuesday, June 17, 2008

to Saturday, June 7, 2008. Both high schools will graduate on the same day.

Page 10 June 18, 2007

NO. 07-6-34- RESOLVED, that at the recommendation of the Superintendent, the current Exploratory World Language Program be replaced by having all sixth grade students take the course, **Making Connections – The Influence of Other Cultures on the English Language,”** followed by the formal study of a world language in seventh and eighth grade.

Be it further RESOLVED that during the 07-08 school year seventh and eighth grade will meet twice weekly to begin the formal study of a world language of their choice, and during the 08-09 school year, students will study a world language four times weekly resulting in the completion of Level 1 by eighth grade and the ability to begin Level 2 in grade nine giving students the option to study five years of a world language.

NO. 07-6-35 - RESOLVED, that at the recommendation of the Superintendent, Policy No. 5113, Student Attendance, with accompanying regulations, as amended, be approved for first reading and that Policy No. 5113.1, Student Dismissal, and accompanying regulations be repealed.

TABLED RESOLUTIONS

NO. 07-3-17 – RESOLVED, that at the recommendation of the Superintendent, the termination of non-certified Employee B be accepted.

NO. 07-5-30 - RESOLVED, that Policy No. 6162.2, Access to Networked Information Resource Acceptable Use Policy (AUP), as amended, be approved for second and final reading.

NO. 07-5-31 - RESOLVED, that at the recommendation of the Superintendent, Policy No. 5113, Student Attendance, with accompanying regulations, as amended, be approved for first reading and that Policy No. 5113.1, Student Dismissal, and accompanying regulations be repealed.

XIII. Action Calendar / Action Agenda

XIV. New Business

XV. Public Hearing on Non-agenda Items

XVI. Announcement of Future Meetings

XVII. Adjournment

School Committee members who are unable to attend this meeting are asked to notify the Chairman in advance.

Notice Posted: June 13, 2007

INSTRUCTION 6161.2(a)

Access to Networked Information Resources

Acceptable Use Policy (AUP)

TECHNOLGY ACCEPTABLE USE POLICY

This policy's intent is to ensure appropriate educational and business operational access to computers, the CPS Network of computers, and the Internet for students and staff while accessing their school account from within any Cranston Public School or non-school location.

Students/staff found in violation of the Technology Acceptable Use Policy will be referred to the building principal or appropriate administrator. In the case of a student, the parent or guardian will be notified. The building administrators will have the right and responsibility to exercise judgment for all users regarding technology use violations, including those that may not have been specifically outlined in the acceptable use policy. Consequences for students may include suspension of computer privileges, notification of police, and suspension from school and/or recommendation for exclusion from school for up to one calendar year. Consequences for staff may

include suspension of computer privileges, notifications of police, as well as the initiation of the discipline process delineated by Cranston Public School policy.

Educational Purpose

1. The Cranston Public Schools Network (CPSnet) has been established for an educational purpose to support and enhance the curriculum. For the purpose of this policy, the term CPSnet shall include Cranston Public Schools' computers, local area networks (LANs), wide area networks (WANs), and access to the Internet through CPSnet or other Internet Service Providers.

The CPSnet has not been established as a public access service or a public forum. Cranston Public Schools has the right to place restrictions on the material accessed or posted through the system. Users, including faculty, staff, students, and others granted access shall agree to follow the rules set forth in the Cranston Public Schools Disciplinary Procedure Handbook.

Students/Staff Internet Access

1. Students/staff will have access to the CPSnet information resources through their classrooms, library, or school computer labs/wireless laptop computer and/or any other type of electronic device.

2. Student users and their parent(s)/guardian(s) must sign the “Technology Acceptable Use Policy Agreement” portion of this handbook. Signatures are required in order for students to be granted access to the Internet. The parent(s)/guardian(s) can withdraw approval at any time.

INSTRUCTION 6161.2(b)

Access to Networked Information Resources

Acceptable Use Policy (AUP)

3. Staff members are expected to follow the same “Technology Acceptable Use Policy Agreement” as students as terms of their employment and must sign the “Technology Acceptable Use Policy Agreement”.

Prohibited Uses

1. Breach of Personal Safety

a. Student users will not post personal contact information about themselves,

their parent(s)/guardian(s) or other people. Personal contact

information includes (but is not restricted to) home address, telephone, school address, work address or parent information, etc.

b. Student users will not meet in person with anyone contacted online.

c. Student users will promptly disclose to a teacher or other school employee

any message received that is inappropriate or makes them feel uncomfortable.

d. Users will not attempt to gain unauthorized access to the CPS network or to

any other computer system through the CPSnet or go beyond authorized access levels. This includes attempting to log in through another person's account or access another person's files, even if only for the purposes of "browsing."

e. Users will not make deliberate attempts to disrupt the CPSnet or any other

computer system or destroy data by spreading computer viruses or by any other means.

f. Users will not use the CPSnet to engage in any other illegal act, such as

arranging for a drug sale or the purchase of alcohol, engaging in

criminal activity, threatening the safety of a person and/or invading the privacy of individuals.

g. The CPSnet shall not be used for private commercial purposes.

This means

offering, providing or purchasing products or services for non-school related usage, including the electronic distribution from non-CPSnet accounts such as home or personal business account to a CPS account.

h. Political lobbying is not allowed through the CPSnet.

INSTRUCTION 6161.2(c)

Access to Networked Information Resources

Acceptable Use Policy (AUP)

2. System Security

a. Under no conditions should a password be provided to another person.

Users are responsible for their individual accounts and should take all reasonable precautions to prevent others from being able to use their accounts to protect their own liability.

b. Users will immediately notify a teacher or a system administrator if

a possible security problem has been identified.

c. Users will avoid the spread of computer viruses by following the district virus protection procedures.

3. Inappropriate Language

a. Users will not send, display or receive any public and/or private messages through the CPSnet that contain inappropriate language. This restriction also applies to material posted on the school web page.

b. Users will not send, display or receive messages through the CPSnet that use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.

c. Users will not send, display or receive information through the CPSnet that could cause damage or disruption.

d. Users will not send, display or otherwise engage in personal attacks, including prejudicial or discriminatory attacks through the CPSnet.

e. Users will not send, display or receive messages through the CPSnet that

harass another person. Harassment includes but is not limited to persistently acting in a manner that distresses or annoys another person.

f. Users will not send, display or receive false or defamatory information about a person or organization through the CPSnet.

g. Users will not send, display or receive anonymous messages using pseudonym signatures through the CPSnet

INSTRUCTION 6161.2(d)

Access to Networked Information Resources Acceptable Use Policy (AUP)

4. Respect for Privacy

a. Users will respect the privacy of confidential messages and will not repost those messages without the permission of the person who sent the message.

b. Users will not post private information about another person or organization.

5. Respect for Resource Limits

- a. Users will utilize the system only for educational activities and limited, high quality self-discovery activities. Faculty will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the Cranston Public Schools curriculum. All students will be informed by faculty of their rights and responsibilities as users of the CPSnetwork prior to gaining access to that network, either as an individual user or as a member of a class or group.**
- b. Student users will not download any file without the expressed permission of the instructor.**
- c. Users will not post chain letters or engage in “spamming.” Spamming is sending an annoying or unnecessary message to a large number of people.**
- d. All users will check their e-mail frequently and delete unwanted messages promptly.**

6. Plagiarism and Copyright Infringement

a. Users will provide proper citation for information gathered from CD-ROMs, through the CPSnet or on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours.

b. Users will respect the rights of copyright owners. Copyright infringement occurs when a user inappropriately reproduces a work that is protected by a copyright. A work includes: text, graphics, photos, sounds, music, animation, video and software programs. If a work contains language that specifies appropriate use of that work, users should follow the expressed requirements. If unsure whether or not a work may be used, permission from the copyright owner must be requested.

INSTRUCTION 6161.2(e)

Access to Networked Information Resources

Acceptable Use Policy (AUP)

7. Inappropriate Access to Material

a. Receiving or inputting pornographic materials, promoting violence, engaging in racial, gender or other defamatory slurs or for personal attacks on others through the CPSnet is strictly prohibited.

b. Receiving or transmitting information through the CPSnet pertaining to dangerous instruments such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices is prohibited.

c. The CPSnet does not permit the use of chat rooms.

Individual Rights

1. Search and Seizure

a. Network administrators may review files and communications to maintain system integrity and to ensure that users are utilizing the CPSnet responsibly.

Users should not expect that files stored on district servers or computers will be private.

b. An individual search will be conducted if there is reasonable suspicion that a user has violated this policy.

2. Due Process

a. The Cranston Public Schools will cooperate fully with local, state, or federal

officials in any investigation related to any illegal activities conducted through

the CPSnet.

b. In the event there is a claim that a user has violated this policy, the user will be

notified of the suspected violation. An opportunity to present an explanation

will be provided.

Limitation of Liability

1. The Cranston Public Schools makes no guarantee that the functions or the services provided by or through CPSnet will be error-free or without defect.

2. The Cranston Public Schools will not be responsible for any damage suffered,

including but not limited to, loss of data or interruptions of service.

INSTRUCTION 6161.2(f)

Access to Networked Information Resources

Acceptable Use Policy (AUP)

3. The Cranston Public Schools is not responsible for the accuracy or quality of the information obtained through or stored on the CPSnet.

4. The Cranston Public Schools will not be responsible for financial obligations arising through the unauthorized use of the CPSnet system.

It is a privilege, not a right, to use the CPSnet and the information resources found on the network and on the Internet.

Policy Adopted: June 16, 1997 CRANSTON PUBLIC SCHOOLS

Policy Amended: Cranston, Rhode Island

Resolution No.:

CRANSTON PUBLIC SCHOOLS

ACCEPTABLE USE POLICY

For Access to

Networked Information Resources

(AUP)

All users (students, staff, and administration) will be required to sign the Acceptable Use Policy. Parent/Guardian of student users must also sign the form.

CRANSTON PUBLIC SCHOOLS' USER

As a user of the Cranston Public Schools' CPSnetwork, I agree to follow rules of the Acceptable Use Policy.

Signature

Date

PARENT/GUARDIAN

As the parent/guardian of this student, I have read the Acceptable Use Policy and agree to promote this policy with my son/daughter. Having read the policy, I understand that this access is designed for educational purposes.

Parent/Guardian Signature

(Date)

TABLED POLICY – RESOLUTION NO. 07-5-31

STUDENTS 5113

ATTENDANCE

STUDENT ATTENDANCE POLICY

Attendance is mandated by Rhode Island General Laws 16-19-1. Regular attendance is absolutely necessary for academic success, as it develops a sense of responsibility, which is indispensable for survival in the workplace.

Policy Adopted: March 20, 1972 CRANSTON PUBLIC SCHOOLS

Policy Amended: Cranston, Rhode Island

Resolution No.:

STUDENTS 5113 (a)

MINIMUM ATTENDANCE EXPECTATIONS

Students in grades 9-12 must be in regular attendance for a minimum of 90% of their course work per quarter. Students with excessive (more than five(5) unexcused class absences) will have their term grade reduced by 10 points of their quarterly grade. Students enrolled in minor classes (3 meetings per cycle) will receive a 10 point deduction for more than three(3) unexcused class absences.

The following shall not be considered absences and shall not count against students:

- Absence from class due to in-school or out-of-school suspension**
- Absence from class due to attendance at school-sponsored events**
- Absence from class due to attendance at scheduled meetings with school personnel**
- Absences from class due to religious observance**

The following excused absences determined by the regulations of the Truancy Court:

- Illness confirmed by a doctor's note within 2 days of return to school**
- Dental appointments confirmed by a dentist's note within 2 days of return to school**
- Family bereavement confirmed with a newspaper obituary or death notice**
- Legal/court obligations confirmed by a note from the courts**
- Verifiable college and military appoints, prior permission from the Guidance Department and appointment verification forms are required**

All notes must be submitted within two days of the student's return to school.

Students that have absences exempted from counting against the 90% minimum requirement are still required to complete and turn in all make-up work missed due to their absence.

ABSENCE, TARDINESS AND DISMISSALS

- 1. Parents should call the school (270-8049) to report a student's**

absence.

2. Students who are absent or suspended will not be allowed to report to school or to attend any school activity during the period of absence or suspension.

3. If a student is absent (unexcused) from a class or classes in excess of five (5) times per quarter, the teacher will lower the student's quarterly grade by ten points.

STUDENTS 5113 (b)

ABSENCE, TARDINESS AND DISMISSALS (CONTINUED)

4. Family vacations during school time will not be excused by the School Committee Policy.

5. Parents wishing to appeal an attendance-related grade reduction should submit a written appeal to the Administration in the following order: Assistant Principal, Principal, Superintendent, School Committee.

6. Excessive tardiness to school is unacceptable. Students who accumulate more than three (3) unexcused tardies per semester will receive detention for each subsequent tardy according to school department policy. Should excessive tardiness become a serious or

chronic problem, a student may be assigned A.D.P., could be suspended out of school, Saturday Detention, or receive social probation. All other days tardy will result in disciplinary consequences unless excused with verifiable documentation (i.e., doctor's note, dental note, legal obligation, etc). All notes must be submitted on the day the student is tardy or at least by the next school day.

A student who arrives late to class more than half way through the class, regardless of the class, will be considered absent from that class.

7. Students tardy after 11:00 am are considered absent and are ineligible to participate in athletics or extracurricular activities on that day. Should the tardiness occur on the last day before a weekend, the student will be likewise, ineligible to participate. Students may be allowed to participate in these situations with administration approval.

8. Personal family appointments, which can be scheduled during non-school hours, will be included in absence and tardy totals.

9. The classroom teacher will assign students who are tardy to class without an acceptable or verifiable reason appropriate disciplinary action. Students who are habitually tardy will be referred to the administration.

10. Students who miss a class period or a whole day of school without permission will be considered truant. All students who are determined to be truant will be subject to disciplinary action and will receive no credit (zero) for all work missed or due during the truancy.

11. Students may be dismissed from school with a parental note, with an acceptable reason. All other dismissals will be excused only with verifiable documentation by a doctor, dentist, legal obligation, etc. These notes from verifiable sources or appointment verification forms must be turned in to the Main Office by the next school day.

12. Students dismissed from school are ineligible to participate in athletics or extra- curricular activities on that day or the ensuing weekend should it occur on the day before a weekend. Students may be allowed to participate in these situations with administrative approval.

STUDENTS 5113 (c)

ABSENCE, TARDINESS AND DISMISSALS (CONTINUED)

13. For eligibility purposes with respect to extra curricular activities and athletics, students dismissed for medical, dental, legal appointments, etc., must have such dismissal pre-approved by an administrator or designee. Upon the student's return to school from the appointment, verification documentation must be turned in to the office or to the coach or activity advisor, if school has ended, to be eligible to participate (parental notes will not suffice.) Any student clinically dismissed by the nurse due to illness may not return to school and is ineligible to participate in athletics or school activities.

MAKE UP POLICY

A student absent from school from one (1) to three (3) days will have one (1) class meeting per absence to make up missed work beginning on the initial day they return to school.

For students absent or suspended from school for a period of more than three (3) days, school work may be requested by the parent/guardian. A twenty-four (24) hour notice for such requests is required and will be made available by teachers through the main office. Students suspended from school will be allowed to make up all work as dictated by this policy.

In the event that a student is absent on the day a long-term project/assignment is due, the grade for that assignment will be reduced at the discretion of the teacher. Should the student submit verifiable documentation for the absence (medical, dental note, etc.), the grade reduction may be waived.

Serious long-term illness make-up will be made up at the discretion of the teacher(s) and guidance counselor.

Any student that makes arrangements with a teacher to make-up work at an arranged time and fails to do so will be assigned a zero (0) for the work in question.

FINAL EXAMS

A. Final exams are required in every course in grades 9 through 12. The final exam grade for each course will be weighted 15% of the final grade.

B. An exam schedule is published in June. Senior high school students are expected to report for their scheduled final exams and must remain in the exam room for the entire period. Depending on the schedule, students may be dismissed following their exams.

STUDENTS 5113 (d)

ATTENDANCE POLICY FOR EXAMS

1. Final exams will be administered in all courses. Seniors with a grade point average of 90 or above may be exempt from their final exam in the courses with that average.

2. Should a student be tardy to an exam without prior administrative approval, he/she will be admitted to the exam and allowed to take the exam during the remaining time in the exam period only.

3. If a student is going to be absent from an exam and wishes to be granted the opportunity to take a make-up exam, a parent must contact the administration in writing or by phone (Main Office) prior to the start of the exam.

- 4. If a student is absent from an exam and the administration has not been contacted in advance, the student will not be given a make-up exam and will receive a grade of zero.**
- 5. Make-up exams will be given at a time to be determined by the teacher.**
- 6. All students must remain in the testing site until the conclusion of the exam period.**

Regulations Adopted: March 20, 1972 CRANSTON PUBLIC SCHOOLS

Regulations Revised: August 20, 1990 Cranston, Rhode Island

Regulations Revised:

Resolution No.:

NEW PROPOSED POLICY

5113

STUDENTS

ATTENDANCE

STUDENT ATTENDANCE POLICY

Attendance is mandated by Rhode Island General Laws 16-19-1.

Regular attendance is absolutely necessary for academic success, as it develops a sense of responsibility, which is indispensable for survival in the workplace.

Policy Adopted: March 20, 1972 CRANSTON PUBLIC SCHOOLS

Policy Amended: CRANSTON, RI.

Resolution No.:

STUDENTS 5113(a)

MINIMUM ATTENDANCE EXPECTATIONS

Students in grades 9-12 must be in regular attendance for a minimum of 90% of their course work per quarter. Students with excessive (more than five(5) unexcused class absences) will have their term grade reduced by 10 points of their quarterly grade. Students enrolled in minor classes (3 meetings per cycle) will receive a 10 point deduction for more than three(3) unexcused class absences.

The following shall not be considered absences and shall not count against students:

- Absence from class due to in-school or out-of-school suspension**
- Absence from class due to attendance at school-sponsored events**
- Absence from class due to attendance at scheduled meetings with school personnel**
- Absences from class due to religious observance**

The following excused absences determined by the regulations of the

Truancy Court:

- **Illness confirmed by a Doctor's note within 2 days of return to school**
- **Dental appointments confirmed by a Dentist's note within 2 days of return to school**
- **Family bereavement confirmed with a newspaper obituary or death notice**
- **Legal/court obligations confirmed by a note from the courts**
- **Verifiable college and military appoints, prior permission from the Guidance Department and appointment verifications forms are required**

All notes must be submitted within two days of the student's return to school.

Students that have absences exempted from counting against the 90% minimum requirement are still required to complete and turn in all make-up work missed due to their absence.

ABSENCE, TARDINESS AND DISMISSALS

8. Parents should call the school at 270-8049 for Cranston West or 270-8126 for Cranston East to report a student's absence.

9. Students who are absent or suspended will not be allowed to report to school or to attend any school activity during the period of

absence or suspension.

10. If a student is absent (unexcused) from a class or classes in excess of five (5) times per quarter, the teacher will lower the student's quarterly grade by ten points.

STUDENTS 5113(b)

ABSENCE, TARDINESS AND DISMISSALS (CONTINUED)

11. Absences or dismissals by the school nurse are considered excused.

12. Family vacations during school time will not be excused by the School Committee Policy unless previously approved by the school department.

13. Parents wishing to appeal an attendance-related grade reduction should submit a written appeal to the Administration in the following order: Assistant Principal, Principal, Superintendent, School Committee.

14. Excessive tardiness to school is unacceptable. Students who accumulate more than three (3) unexcused tardies per semester will receive detention for each subsequent tardy according to school department policy. Should excessive tardiness become a serious or chronic problem, a student may be assigned Alternative Discipline Program, could be suspended out of school, Saturday Detention, or receive social probation. All days tardy beyond the 3 per semester will result in disciplinary consequences unless excused with verifiable documentation (i.e., doctor's note, dental note, legal

obligation, etc). All notes must be submitted on the day the student is tardy or least by the next school day.

A student who arrives late to class more than half way through the class, regardless of the class, will be considered absent from that class.

15. Students with unexcused tardies after 11:00 am are considered absent and are ineligible to participate in athletics or extra curricular activities on that day. Should the tardiness occur on the last day before a weekend, the student will be likewise, ineligible to participate in school related activities or athletics.

16. Personal family appointments, which can be scheduled during non-school hours, will be included in absence and tardy totals.

17. The classroom teacher will assign students who are tardy to class without an acceptable or verifiable reason appropriate disciplinary action. Students who are habitually tardy will be referred to the administration.

18. Students who miss a class period or a whole day of school without permission will be considered truant. All students who are determined to be truant will be subject to disciplinary action and will receive no credit (zero) for all work missed or due during the truancy.

19. Students may be dismissed from school with a parental note, with an acceptable reason. All dismissals will be excused only with verifiable documentation by a doctor, dentist, legal obligation, death, religious observance, etc. These notes from verifiable sources or appointment verification forms must be turned in to the Main Office by the next school day that the student is present.

20. Students dismissed from school are ineligible to participate in athletics or extra curricular activities on that day or the ensuing weekend should it occur on the day before a weekend. Students may be allowed to participate in these situations with administrative approval.

STUDENTS 5113(c)

ABSENCE, TARDINESS AND DISMISSALS (CONTINUED)

21. For eligibility purposes with respect to extra curricular activities and athletics, students dismissed for medical, dental, legal appointments, etc., must have such dismissal pre-approved by an administrator or designee. Upon the student's return to school from the appointment, verification documentation must be turned in to the office or to the coach or activity advisor, if school has ended, to be eligible to participate (parental notes will not suffice.) Any student clinically dismissed by the nurse due to illness may not return to school and is ineligible to participate in athletics or school activities.

MAKE UP POLICY

A student absent from school from one (1) to three (3) days will have one (1) class meeting per absence to make up missed work beginning on the initial day they return to school.

For students absent or suspended from school for a period of more than three (3) days, school work may be requested by the parent/guardian. A twenty-four (24) hour notice for such requests is required and will be made available by teachers through the main office. Students suspended from school will be allowed to make up all work as dictated by this policy.

In the event that a student is absent on the day a long-term project/assignment is due, the grade for that assignment will be reduced at the discretion of the teacher. Should the student submit verifiable documentation for the absence (medical, dental note, etc.), the grade reduction may be waived.

Serious long-term illness make-up will be made up at the discretion of the teacher(s) and guidance counselor.

Any student that makes arrangements with a teacher to make-up work at an arranged time and fails to do so will be assigned a zero (0) for the work in question.

FINAL EXAMS

A. Final exams are required in every course in grades 9 through 12. The final exam grade for each course will be weighted 15% of the final grade.

B. An exam schedule is published in June. Senior high school students are expected to report for their scheduled final exams and

must remain in the exam room for the entire period. Depending on the schedule, students may be dismissed following their exams.

STUDENTS 5113 (d)

ATTENDANCE POLICY FOR EXAMS

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5. If a student is absent from an exam and the administration has not been contacted in advance, the student will not be given a make-up exam and will receive a grade of zero.

6. Make-up exams will be given at a time to be determined by the teacher.

7. All students must remain in the testing site until the conclusion of the exam period.

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